



Durham County

200 E. Main Street
Durham, NC 27701
(919) 560-0025

Meeting Agenda Board of County Commissioners

Monday, August 6, 2018

9:00 AM

Commissioners' Chambers

Work Session

“Public Charge”

The Board of Commissioners asks its members and citizens to conduct themselves in a respectful, courteous manner, both with the Board and fellow citizens. At any time, should any member of the Board or any citizen fail to observe this public charge, the Chair will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the Chair will recess the meeting until such time that a genuine commitment to the public charge is observed.

As a courtesy to others, please turn off cell phones during the meeting.

9:00 am Work Session Agenda

1. Citizen Comments (30 mins)

[18-0955](#)

Citizens Comments (30 mins)

Agenda Text:

The Board of County Commissioners will provide a 30-minute comment period at a meeting once a month. Any citizen of Durham County wishing to speak shall have an opportunity to do so. The Board may direct staff to research and reply to the concerns, if appropriate. Speakers must sign in prior to the start of the meeting providing a mail/email address and telephone number so that staff may reply to comments and/or questions. Citizens who request an immediate response from the Board are encouraged to submit a brief description of the issue to the Clerk to the Board two weeks prior to the meeting to allow an opportunity for research prior to the meeting. **All speakers shall have three (3) minutes to speak and are requested to refrain from addressing issues related to personnel matters.**

Alignment With Strategic Plan: Citizen engagement aligns with all five of the strategic goals by allowing the Board to receive comments and concerns from the community related to important issues in Durham County.

Resource Persons: Terri Lea Hugie, Clerk to the Board

County Manager’s Recommendation: The County Manager recommends that the Board receive citizen comments and direct staff to respond, as deemed appropriate.

2. Consent Agenda [Discussion - No Action] (30 mins)**18-0952****Acceptance of Federal Aviation Administration (FAA) Grant Offer to Raleigh-Durham Airport Authority****Agenda Text:**

The Board is requested to accept the Federal Aviation Administration Grant offer of \$12,583,007 to the Raleigh-Durham Airport Authority for Taxiway B Reconstruction [Federal Aviation Administration (FAA) Grant #3-37-0056-050-2018].

Alignment With Strategic Plan: This item aligns with Goal 5: Accountable, Efficient and Visionary Government.

Resource Persons: Ron Jewett, Vice President of Facilities Asset Management, Raleigh-Durham Airport Authority

County Manager's Recommendation: The County Manager recommends that the Board accept the Federal Aviation Administration Grant Offer of \$12,583,007 to the Raleigh-Durham Airport Authority for Taxiway B Reconstruction (FAA Grant #3-37-0056-050-2018).

Attachments:

[RDU Authority Letter for Receipt of New Grant Offer](#)

[RDU Authority Letter from US Dept of Trans FAA Grant Offer for Airport Improv](#)

[Grant Agreement_US Dept of Transportation FAA](#)

18-0941**Additional Funding for Repair and Maintenance of Fire Apparatus****Agenda Text:**

The Board is requested to authorize the encumbrance of an additional \$2,055 beyond the currently approved amount of \$67,000 for the interlocal contract with the City of Durham to provide repair services for Durham County Fire Rescue (DCFR) fire apparatus. The new total encumbrance for repair services will be \$69,055 for Fiscal Year (FY) 2017-2018.

On May 14, 2018 the Board approved an additional \$27,000 above the County Manager's authorized amount of \$40,000 (total amount \$67,000) for unanticipated maintenance and repair of DCFR fire apparatus. One invoice remains open for fire apparatus repair services rendered prior to July 1, 2018 which requires additional funding (\$2,055). Funds are available in the FY 17-18 DCFR budget to cover the additional encumbrance, and additional funding is not needed from the DCFR fire service district tax.

Repair costs for the older DCFR vehicles that were not on a regular maintenance schedule prior to becoming part of DCFR have increased. Four out of the five first line ladder trucks or engines that DCFR operated were manufactured prior to 1991. The National Fire Protection Association (NFPA) 1911 guideline states that apparatus manufactured prior to 1991 and over 25 years old should be placed in reserve status if properly maintained.

Alignment With Strategic Plan: The request aligns the County's Strategic Goal 3: Safe Community and Strategic Goal 5: Accountable, Efficient Visionary Government.

Resource Persons: Jim Groves, EM/FM Director.

County Manager's Recommendation: The Manager recommends the Board approve the additional encumbrance of \$2,055 for the interlocal contract with the City of Durham to repair DCFR fire apparatus, for a total encumbrance of \$69,055 for FY17-18.

Attachments:

[AAF Supplemental Fire Apparatus Repair 8-18](#)

18-0935 Approval of Resolution for Limited Obligation Bonds and Certain Related Documents Pursuant to G.S. 160A-20**Agenda Text:**

The Board is requested to adopt the attached final resolution approving the issuance of Limited Obligation Bonds and certain related documents pursuant to G.S. 160A-20 in an amount not to exceed \$60,000,000 secured by the Administration Building II (e.g., previously the judicial building). The issuance will be used for (a) refinancing a portion of the County's obligations pursuant to an Installment Financing Contract dated March 30, 2017 (e.g., Judicial Building Renovations Project in the amount of \$43.5M) with PNC Bank, National Association and (b) financing for the Detention Center POD, County's share of the Emergency Communications Center in the new Police Headquarters, Emergency Radio Communication Equipment, Detention Center Elevators, Renovation of the 7th Floor of the Administration Building II and Firefighting Vehicles (3), (collectively, the "Project"). Also, please note that the funding source for the debt service for the financing of the firefighting vehicles will be the Durham County Fire and Rescue (DCFR) Service Tax Fund.

Alignment With Strategic Plan: This item aligns with Goal 5 Accountable, Efficient and Visionary Government.

Resource Persons: Susan Tezai, Chief Financial Officer and Jessica Brown-Linton, Deputy Chief Financial Officer

County Manager's Recommendation: The County Manager recommends that the Board adopt the final resolution.

Attachments:

[AAF Supplemental Document - August 13 2018 Approval of Final Resolution 11027412 v2 Approval Proceedings of County Commission-Durham 2018 LO Contract of Purchase - County of Durham 2018 LOBs - Edit 1 to Version 1 10918809 v3 Installment Financing Agreement-Durham 2018 LOBs 10914563 v2 Trust Agreement-Durham 2018 LOBs 10919150 v3 Deed of Trust-Durham 2018 LOBs 11029888 v1 Amendment to IFC-Durham 2017 IFC 11029945 v2 Modification of Deed of Trust-Durham 2017 IFC Durham County 2018 LOBs POS - Edit 3 to Version 1 Durham County 2018 LOBs - Appendix A County Disclosure - Edit 6 to Version](#)

18-0924 Award of Chemical Purchase Contracts for the Triangle Wastewater Treatment Plant, Invitation for Bid (IFB) 18-042

Agenda Text:

The Board is requested to authorize the County Manager to enter into purchase of goods contracts for the following chemicals for the Triangle Wastewater Treatment Plant for the 2019 fiscal year:

1. \$85,000 with Polydyne, Inc. for 85,900 lbs. of De-watering Polymer; and to authorize the County Manager to execute annual renewals, for up to four additional one-year periods in accordance with the terms and conditions of the original contract and subject to budget availability.

Alignment With Strategic Plan: This action is in accordance with Durham County Strategic Plan Goal 4: “Environmental Stewardship and Community Prosperity,” as this chemical is necessary for the Triangle Wastewater Treatment Plant to meet all permit limitations as specified in the facility’s National Pollutant Discharge Elimination System (NPDES) permit.

Resource Persons: Jay Gibson PE, General Manager; Kyle Manning PE, Senior Project Manager and Greg Johnson, Utility Superintendent

County Manager’s Recommendation: The County Manager recommends the Board authorize the County Manager to enter into purchase of goods contracts for the following chemicals for the Triangle Wastewater Treatment Plant for the 2019 fiscal year:

1. \$85,000 with Polydyne, Inc. for 85,900 lbs. of De-watering Polymer; and to authorize the County Manager to execute annual renewals, for up to four additional one-year periods in accordance with the terms and conditions of the original contract and subject to budget availability.

Attachments:

[MWBE Compliance Review Form-AAF for 18-042 IFB 071018](#)

[De-watering Bid Tab](#)

[AAF Supplemental Document - FY19 TWWTP Chemicals](#)

18-0925 Award of Services Contract for Sewer Line Cleaning, Video, and Pump and Haul Services for the Durham County Triangle Wastewater Treatment Plant, Request for Proposal (RFP) 18-035

Agenda Text:

The Board is requested to authorize the County Manager to enter into a standard service contract in the amount of \$116,160 with Vision NC, LLC for Sewer Line Cleaning, Closed Circuit Television Inspections, Grease Line Cleaning, and Pump and Haul Services for the Triangle Wastewater Treatment Plant and to authorize the County Manager to execute annual renewals, for up to four additional one year periods in accordance with the terms and conditions of the original contract and subject to budget availability.

Alignment With Strategic Plan: This action is in accordance with Durham County Strategic Plan Goal 4: “Environmental Stewardship and Community Prosperity,” as these services are necessary to ensure continued reliable operation of Durham County’s wastewater collection system.

Resource Persons: Jay Gibson PE, General Manager; Kyle Manning PE, Senior Project Manager and Greg Johnson, Utility Superintendent

County Manager’s Recommendation: The County Manager recommends the Board authorize the County Manager to enter into a standard service contract in the amount of \$116,160 with Vision NC, LLC for Sewer Line Cleaning, Closed Circuit Television Inspections, Grease Line Cleaning, and Pump and Haul Services for the Triangle Wastewater Treatment Plant and to authorize the County Manager to execute annual renewals, for up to four additional one year periods in accordance with the terms and conditions of the original contract and subject to budget availability.

Attachments:

[AAF Supplemental Document - FY19 TWWTP Chemicals](#)

[MWBE Compliance Review Form-AAF for 18-035 RFP 071118](#)

[RFP 18-035 Proposal Tabulation Sewer Line Video Pump and Haul](#)

[RFP 18-035 Review Summary](#)

18-0870 Budget Ordinance Amendment No. 19BCC000001 - Recognize Durham County Library Grant Revenue: "Library Services and Technology Act (LSTA) Practicing Inclusivity"

Agenda Text:

The Board is requested to recognize \$95,735 in grant revenue from the State Library of North Carolina. Durham County Library has been awarded an Library Services and Technology Act (LSTA) 2018-2019 Multi-Year Project Grant (Year 1 of 2) for *Practicing Inclusivity: Establishing a Multi-Sensory Environment, Inclusive Playroom, and Mobile Adaptive Technology and Sensory Units for Transformation Main* in the amount of \$95,735 in Fiscal Year 2019.

Practicing Inclusivity will provide programs, services, resources, and spaces for all members of the community, with special emphasis on individuals with special needs. The goal of *Practicing Inclusivity* is to focus on individuals with special needs, including, but not limited to: autism, developmental delays, emotional disabilities, hearing impairments, intellectual disabilities, orthopedic impairments, specific learning disabilities, speech and/or language impairments, traumatic brain injuries, vision impairments and other health impairments. The Multi-Sensory Environment, Inclusive Playroom, and Mobile Adaptive Technology and Sensory Units at the renovated Main Library will allow for Durham County Library to expand and improve services, spaces and programs for individuals with special needs.

This grant is made possible by funding from the federal Institute of Museum and Library Services (IMLS) under the provisions of the (LSTA) as administered by the State Library of North Carolina, a division of the Department of Natural and Cultural Resources.

Alignment With Strategic Plan: This aligns with Strategic Goal 5: Accountable, Efficient and Visionary Government - Customer Engagement and Responsiveness.

Resource Persons: Tammy Baggett, Library Director; Faith Burns, Project Co-Manager and Interim Manager of Main Library; Sarah Alverson, Project Co-Manager and Community Engagement Administrator; and Katherine Makens, Resources and Finance Officer.

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 19BCC000001 to recognize \$95,735 in grant revenue from the State Library of North Carolina. Durham County Library has been awarded an LSTA 2018-2019 Multi-Year Project Grant (Year 1 of 2) for *Practicing Inclusivity: Establishing a Multi-Sensory Environment, Inclusive Playroom, and Mobile Adaptive Technology and Sensory Units for Transformation Main* in the amount of \$95,735 in Fiscal Year 2019.

Attachments: [AAF Supplemental Form Library LSTA Practicing Inclusivity](#)
[LSTA Practicing Inclusivity - Final Application](#)
[Durham_MYProj_2018-2019_Letter](#)
[Durham_MY_Project_yr1_2018-2019_Agreement](#)
[AAF-01 Legal Form Library Grant Revenue LSTA Practicing Inclusivity \(\\$95,735\)](#)

18-0917 **Budget Ordinance Amendment No. 19BCC000002: Appropriate Unspent Funds Allocated in Fiscal Year 2017-18 into the Fiscal Year 2018-19 to recognize unspent UNC SoG and NC LGISA Award Funds that were awarded to the Information Services and Technology Department for Demonstrating World-Class IT Effectiveness for the Court Reminder App with Criminal Justice Resource Center (CJRC)**

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. 19BCC000002 to recognize unspent funds received in Fiscal Year (FY) 2017-18 for the Government Innovation Grant Award (GIGa) received by Durham County's Information Services and Technology (IS&T) department for the Court Reminder Application developed in coordination with the Durham County Criminal Justice Resource Center (CJRC).

IS&T was awarded first place in the University of North Carolina School of Government and North Carolina Local Government Information Systems Association GIGa program for the county's Court Reminder Application, highlighting the work done with CJRC. This award comes with a \$10,000 grant sponsored by the Local Government Federal Credit Union, which was shared between the two County departments, \$5,000 each. CJRC had unspent funds of \$5,000 and IS&T had unspent funds of \$3,164. Funds were deposited in FY17-18 and unspent funds were undesignated in the General Fund fund balance.

Alignment With Strategic Plan: This aligns with Strategic Goal 5: Accountable, Efficient and Visionary Government - Customer Engagement and Responsiveness.

Resource Persons: Greg Marrow, Chief Information Officer

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 19BCC000002 to recognize the unspent funds in Fiscal Year 2018-19 in the IS&T and CJRC budgets.

Attachments: [AAF-02 Legal Form Recognize unspent GiGa Award funds in IST and CJRC \(\\$50,000\)](#)

18-0902 Budget Ordinance Amendment 19BCC000003 - Sheriff's Office Acceptance of \$172,746 from the 2017 Edward J. Byrne Memorial Justice Grant (JAG) program

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. 19BCC000003 accepting the \$172,746 for 2017 Edward J. Byrne Justice Assistance Grant Program (JAG) award.

Durham County has been awarded the 2017 Edward J. Byrne Justice Assistance Grant Program (JAG) which will provide funding for the Sheriff's Emergency Response Team, Hazardous Devices Unit and Search and Recovery Team. These specialized teams provide emergency services to the citizens of Durham and maintain several mutual aid agreements to surrounding jurisdictions. These funds will also increase safety measures provided at the Durham County Courthouse. The Durham County Sheriff's Office serves as the sole bomb squad for this region, which is comprised of an estimated 932,108 residents. This equipment serves as a regional asset during natural and man-made emergencies.

The Sheriff's Office funds will be used to support the purchase of various tools and equipment for our Emergency Response Team, Hazardous Devices Unit and Search and Recovery Team that will help mitigate potential dangers responders face in the response to unusual occurrences. There is no match or additional funding required for the grant.

Alignment With Strategic Plan: This request aligns with the County's Goal 3: Safe Community and Goal 5: Accountable, Efficient and Visionary Government.

Resource Persons: David LaBarre, Director of Planning and Development, Durham County Sheriff's Office.

County Manager's Recommendation: The County Manager recommends that the Board approves of Budget Ordinance Amendment 19BCC000003 accepting \$172,746 from the 2017 Edward J. Byrne Justice Assistance Grant Program (JAG).

Attachments: [2017 JAG - AAF Supplemental Document](#)
[AAF-03 Legal Form Accept 2017 JAG Grant Sheriff office \(\\$172,746\).docx](#)
[AWARD REPORT](#)

18-0908 Budget Ordinance Amendment No. 19BCC000004 - Recognize Durham County Library Grant Revenue: "National Institutes of Health (NIH) - All of Us Durham"

Agenda Text:

The Board is requested to recognize \$64,560 in grant revenue from the National Institutes of Health (NIH) for Durham County Library to implement the *All of Us Durham* project in Fiscal Year 2019.

Durham County Library (DCL) will collaborate with the Durham County Public Health Department and Duke University Medical Center Library to engage the Durham community by raising awareness of the All of Us Research Program for populations underrepresented in biomedical research. By leveraging the partnerships with Public Health and Duke University Medical Center Library, DCL will utilize the *All of Us Durham* grant funds to continue and expand the Public Health Department's current chronic disease series, fund a program coordinator position to provide and coordinate with specialists to offer programs, coordinate training for library staff, and increase knowledge and the accessibility of authoritative health information resources.

The national All of Us Research Program is an effort to collect health data to advance the Precision Medicine Initiative. The goal is to recruit at least one million participants to expand and diversify the data pool so researchers can better understand the role genetics and environment have on individuals' health and response to treatment. DCL will not play a role in actively recruiting participants or the data collection.

This grant is made possible by the National Library of Medicine (NLM), National Institutes of Health (NIH) under cooperative agreement number UG4LM012340 with the University of Maryland, Health Sciences and Human Services Library.

Alignment With Strategic Plan: This aligns with Strategic Goal 5: Accountable, Efficient and Visionary Government - Customer Engagement and Responsiveness.

Resource Persons: Tammy Baggett, Library Director; Terry Hill, Project Manager and Library Deputy Director; Stephanie Fennell, Manager of North Regional Library and Katherine Makens, Resources and Finance Officer.

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 19BCC000004 recognize \$64,560 in grant revenue from the National Institutes of Health (NIH) for Durham County Library to implement the *All of Us Durham* project in Fiscal Year 2019.

Attachments: [Durham County Government agreement NIH](#)
[All of Us congratulations letter Durham County Library](#)
[AAF Supplemental Form Library NIH All of Us](#)
[A-133 Durham County Library. Signed and Complete](#)
[AAF-04 Legal form Library Grant Revenue NIH All of Us Durham \(\\$64,560\)](#)

18-0930 **Budget Ordinance Amendment No. 19BCC000006 New Hope Fire Tax District Fund Balance Distribution Request of \$40,000**

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No.19BCC000006 appropriating \$40,000 of New Hope Fire Tax District Fund Balance to offset costs for the purchase of a replacement fire tanker truck. New Hope Fire Department is replacing a 1990 model. The fund balance distribution represents approximately 11.8 percent of the overall cost of the new tanker with a total price of \$338,574. The New Hope Fire Department is currently under contract for fire protection for a portion of western Durham County.

The capabilities of the new tanker will enhance firefighter safety, increase vehicle stability and be more environmentally friendly. Further, the proper use of the fund balance allows for efficiency while maintaining accountability to the residents of the fire tax district.

Alignment With Strategic Plan: This request aligns with Goal 3: Safe Community and Goal 5: Accountable, Efficient and Visionary Government.

Resource Persons: James E. Groves, Fire Marshal/Emergency Management Director

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No.19BCC000006 appropriating \$40,000 of New Hope Fire Tax District Fund Balance to offset costs for the purchase of a replacement fire tanker truck.

Attachments: [AAF Supplemental Document - New HopeFD](#)
[AAF-06 Legal Form New Hope Fire District Fund Balance Appropriation \(\\$40.00](#)
[NHFD tanker contract](#)

18-0901 **Capital Project Amendment No. 19CPA000001 - Fiscal Year 2018-19 Appropriation of Approved County Contribution Funds (\$6,545,957) for Multiple Capital Projects**

Agenda Text:

The Board is requested to approve Capital Project Amendment No. 19CPA000001 appropriating County Contribution funds of \$6,545,957 to eleven capital projects (seven existing and four new projects). The budget amendment is a standard annual procedure that occurs at the beginning of each fiscal year.

The funds were approved in the Fiscal Year 2018-19 budget and the Fiscal Year 2017-26 Capital Improvement Plan, and are as follows:

Alignment With Strategic Plan: Consistent funding support for ongoing capital projects meets the Strategic Plan Goal 5: “Accountable, Efficient and Visionary Government” by enabling the County to provide the timely upgrades and capital purchases necessary to most efficiently meet infrastructure demands.

Resource Persons: Keith Lane, Director, Budget and Management Services

County Manger’s Recommendation: Approve Capital Project Amendment No. 19CPA000001 appropriating \$6,545,957 of budgeted County Contribution funds for eleven capital projects.

Attachments:

[CPA-01 Supplemental Information FY 2018-19 County Contribution to Capital P](#)

[CPA-01 Legal Form Annual County Contribution to capital projects](#)

[Fiscal Year 2017-26 Capital Improvement Plan](#)

18-0931 Capital Project Amendment No. 19CPA000002 - Transfer the remaining balance of the Major Laserfiche Upgrade Capital Project to Create a new Audio-Visual/Systems Life Cycle Replacement Project and Close the Major Laserfiche Upgrade Project (4200DC102)

Agenda Text:

The Board is requested to authorize the transfer of the remaining balance in the Major Laserfiche Upgrade Capital Project (4200DC102) of \$293,231.62 to create a new Audio-Visual/Technology Life Cycle Replacement Project for life cycle replacement and technology updates of County audio-visual equipment and systems.

Implementation of the Laserfiche application, document management system, is complete and the ongoing version and functional upgrades are now included in the annual operating costs. These capital funds are no longer required for the Laserfiche project.

Starting in 2011, the two phases of the Health and Human Services building opened and in 2013, the new Courthouse opened with nearly \$575,000 in audio-visual equipment and systems. Since their original implementations, this equipment has aged and requires life cycle replacement to continue to reliably serve the needs of the business departments and the public.

Audio-Visual equipment / systems will be scheduled for life cycle replacement every four (4) to seven (7) years based on the expected life and reliability for continued use.

Alignment With Strategic Plan: This request aligns with the Strategic Plan Goal 5 - (Accountable, Efficient and Visionary Government) - by providing for the life-cycle replacement of audio-visual equipment as it ages out of useful, reliable use; replacement will ensure the continued value of the conference rooms and meeting spaces to meet business requirements and upgrade to current technologies.

Resource Persons: Claudia Hager, General Manager and Greg Marrow, Chief Information Officer.

County Manager's Recommendation: The County Manager recommends that the Board approve Capital Project Amendment No. 19CPA000002 transferring the remaining balance of the Major Laserfiche Upgrade Capital Project (4200DC102) of \$293,231.62 to create a new Audio-Visual/Technology Life Cycle Replacement Project for life cycle replacement and technology updates of County audio-visual equipment and systems.

Attachments:

[CPA-02 Supplement Form Close project Major Laserfiche Upgrade \(4200DC10](#)
[CPA-02 Legal Form Close project Major Laserfiche Upgrade \(4200DC102\) and](#)
[Audio-Visual Equipment - Systems Schedule](#)

18-0927**Design Services Amendment for the Triangle Wastewater Treatment Plant Efficiency and Resiliency Improvements Project (RFQ 17-012)****Agenda Text:**

The Board is requested to authorize the County Manager to enter into a contract amendment to increase the existing design consultant contract with Black & Veatch International Company (FR# 17-832) for the Efficiency and Resiliency Improvements Project (RFQ 17-012) in the amount of \$28,000, bringing the total contract amount from \$247,500 to \$275,500.

Alignment With Strategic Plan: This action is in accordance with Durham County Strategic Plan Goal 4: “Environmental Stewardship and Community Prosperity,” as this project will ensure a clean environment by restoring oxidation ditch number two to its original treatment capacity. Additionally, the RPR services will minimize potential installation issues of the new variable frequency drives.

Resource Persons: Jay Gibson PE, General Manager; and Kyle Manning PE, Senior Project Manager

County Manager’s Recommendation: The County Manager recommends the Board to authorize the County Manager to enter into a contract amendment to increase the existing design consultant contract with Black & Veatch International Company (FR# 17-832) for the Efficiency and Resiliency Improvements Project (RFQ 17-012) in the amount of \$28,000, bringing the total contract amount from \$247,500 to \$275,500.

Attachments:

[AAF Supplemental Document - Contract Approval - Amendment Number 3
Contract Amendment No. 3](#)

[MWBE Compliance Review Form-AAF for TWWTP Efficiency & Resiliency Impr](#)

18-0932**Discussion of Proposal for Community Development Block Grant (CDBG) Neighborhood Revitalization Grant****Agenda Text:**

The Board is requested to review the proposed application elements and ask any questions they wish.

Durham County is an eligible applicant for up to \$750,000 from the NC Department of Commerce as part of their Community Development Block Grant (CDBG) Neighborhood Revitalization Program. Since 2013, all funds from this state program had been re-allocated to water infrastructure projects (such as our Rougemont Water System), but Commerce has been convinced to put some of it back into neighborhood revitalization. The program allows a broad range of uses to be funded. The funds that Durham County would be eligible for can only be used outside of the City limits.

Durham County has many revitalization needs, though it seems clear that at the moment, affordable housing needs would be the high priority. Because Durham County does not have in-house expertise in affordable housing, staff consulted with members of the housing repair collaborative as well as with Triangle J Council of Governments (TJCOG), which is playing larger, coordinating and facilitating roles for other, nearby counties relating to housing grants and work. Our partners are well positioned to determine where our priorities, their skill sets (for implementing projects), and available opportunities intersect, and their application proposal brought forward for today's discussion represents exactly that. They are prepared to work together to complete the application for our submittal. If we received the grant, the plan is for TJCOG to administer it, working through our high leverage, local and non-profit housing partners.

A valid application obviously requires a clear proposal, but also requires two public hearings to receive public input on the draft proposal. We have tentatively set those public hearings for August 13th and Sept. 11th, with the final application due by September 28th.

Alignment With Strategic Plan: More and better affordable housing options, including facilitating the repair of existing low-cost housing, improves outcomes across all domains of our Durham County Strategic Plan.

Resource Persons: Drew Cummings, Chief of Staff; Aspen Romeyn, Principal Planner - Regional Planning (TJCOG); Dan Sargent, Exec. Dir. of Rebuilding Together of the Triangle; Blake Strayhorn, Exec. Dir. of Habitat for Humanity of Durham; and Peter Skillern, Exec. Dir. of Reinvestment Partners

County Manager's Recommendation: The County Manager recommends that the Board review the proposed application elements and ask any questions they wish.

Attachments: [CDBG Proposal Overview_080618](#)
[NCNbhdRevitDCO_080618](#)

18-0906 **Security Services Contract Amendment 3**

Agenda Text: The Board is requested to review and approve Amendment 3 to the current Nighthawk Security and Consulting, LLC. contract for Fiscal Year 19 in the amount of \$183,499.91 to allow for the added 38 weeks uniformed security services cost for the Administration II building upon opening. This would bring the total contract amount of \$1,908,441.76.

Alignment With Strategic Plan: Goal 3 - Safe and Secure Community

Resource Persons: Ed Miller, County Security Manager; Motiryo Keambiroiro, Director, General Services

County Manager's Recommendation: The Board is requested to review and approve Amendment 3 to the current Nighthawk Security and Consulting, LLC. contract for Fiscal Year 19 in the amount of \$183,499.91 to allow for the added 38 weeks uniformed security services cost for the Administration II building upon opening. This would bring the total contract amount of \$1,908,441.76.

Attachments: [Nighthawk Original Contract Certification 08082017](#)
[Nighthawk Amendment 1 Certification 03122018](#)
[Nighthawk Contract Amendment 3 AAF Supplemental 07122018](#)
[Nighthawk Contract Amendment 3 07102018](#)
[FY19 Security Posts and Hours after Mods 07202018](#)

18-0940**Service Contract with Durham Literacy Center****Agenda Text:**

The Board is requested to approve the service contract with Durham Literacy Center (DLC) to provide literacy services for individuals housed inside the Durham County Detention Facility. The Durham Literacy Center contract amount for Fiscal Year 2018-19 is \$100,725.63. This past year opportunities were identified to expand services provided by DLC. In the beginning of the partnership, DLC staff members focused on small group classes for incarcerated young people (ages 16 to 24) who wanted to earn GED diplomas or improve their life skills. DLC's main objectives are to provide high quality instruction, instill hope, set goals, and reconnect these young people to the community.

As the school year progressed, enrollment in both High School Equivalency and Job/Life Skills classes steadily increased. From October 2017 to May 2018 total enrollment nearly doubled. In February 2018, enrollment age restrictions were removed allowing detainees of all ages to voluntarily participate. In the 2017-2018 school year, DLC staff made 37 referrals to the Local Re-entry Program (LRC), 14 referrals to Project BUILD (gang intervention program) and 5 referrals to the Durham Literacy Center to enhance detainees' opportunities for success upon their release.

Of the 81 students who enrolled in the Job/Life Skills program, 31 completed a post-class survey. Of the students who completed a post-class survey, 100 percent either agreed or strongly agreed with the statements "Taking this class helped me develop goals for the future" and "Taking this class helped me develop a better plan for reaching my goals." Students enrolled in Job/Life Skills responded positively when they were given individualized help in creating their own resumes, cover letters, and letters of explanation (also known as disclosure letters), tools that they can "take with them" to enhance their chances of finding employment upon their release.

Alignment With Strategic Plan: This request aligns with the County's Strategic Goal 1: Community Empowerment and Enrichment and Goal 3: Safe Community.

Resource Persons: David LaBarre, Director of Planning and Development, Durham County Sheriff's Office.

County Manager's Recommendation: The County Manager recommends that the Board approve the service contract with Durham Literacy Center for the services provided to detainees housed in the Durham County Detention Facility in the amount of \$100,725.63 and authorize the Manager to execute the Agreement.

Attachments:

[AAF Supplemental Document - DLC Contract FY18-19](#)

[Durham Literacy Center Combined Service Contract FY19](#)

18-0942**Service Contract with Animal Protection Society of Durham, Inc.****Agenda Text:**

The Board is requested to approve the service contract with Animal Protection Society of Durham, Inc., (APS) for the operation of the Durham County Animal Shelter, in the amount of \$701,284.69, a 7 percent increase over the Fiscal Year 2018-19 contract. The increase in the contract is requested to continue to reduce euthanasia rates, increase adoption numbers, and increase the ability to return and retain more animals in their current homes. In addition an increase in general operating funds are required for health insurance premium increases, merit raises for shelter staff, and general operating increases associated with medical care for animals. APS will also increase their contribution to the shelter budget by 4 percent. The proposed service contract and a request letter from the Shelter Manager are attached. The proposed contract has been reviewed and approved by the County Attorney's Office.

The services provided under the proposed service contract are similar to those currently provided by APS and include but are not limited to (i) caring for, at the shelter, all dogs, cats and other animals impounded by Animal Control and/or delivered to it by members of the general public; (ii) providing necessary veterinary care for animals impounded, housed, or surrendered to the shelter, and (iii) maintaining accurate records and providing monthly reports of all animals impounded, the disposition of all animals, amounts collected for board, redemption fees, and civil penalties by APS.

Alignment With Strategic Plan: This request aligns with the County's Strategic Goal 2: Health and Well-being for All and Goal 3: Safe Community.

Resource Persons: David LaBarre, Director of Planning and Development, Durham County Sheriff's Office and Tim Deck, Animal Services Lieutenant, Durham County Sheriff's Office.

County Manager's Recommendation: The County Manager recommends that the Board approve the service contract with Animal Protection Society of Durham, Inc for the operation of the Durham County Animal Shelter in the amount of \$701,284.69 and authorize the Manager to execute the Agreement.

Attachments:

[AAF Supplemental Document - APS Contract FY18-19](#)

[Budget Request Letter 2018.19 final](#)

[APS Service Contract FY19](#)

18-0939 Request Approval of a Service Agreement with Hagerty Consulting, Inc. for \$229,033 to Develop a Complex Coordinated Terrorist Attack (CCTA) Regional Coordination Plan.

Agenda Text:

The Board is requested to approve a service agreement with Hagerty Consulting, Inc. for \$229,033 to develop a CCTA Regional Coordination Plan as part of the County's Complex Coordinated Terrorist Attack (CCTA) Federal Grant that was recognized by the Board of County Commissioners on January 8, 2018. The CCTA Regional Coordination Plan will include a base plan and five (5) annexes: Resource Management, Crisis Communications, Family/Friend Assistance & Mental Health, Mass Casualty, and Suspicious Activity Reporting (SAR) with a mobile enhanced website. The plan will be used by Durham, Orange, and Wake Counties and their municipalities/towns to develop their individual Standard Operating Procedures/Guidelines (SOP/SOG) to support a common concept of operations when responding to Active Assailant and CCTA incidents. The service agreement with Hagerty Consulting Inc. will be funded by using the CCTA Federal Grant.

Hagerty Consulting, Inc. was unanimously chosen by a seven (7) person, multi-agency and multi-jurisdictional panel. They were deemed the most qualified firm for the project based on their methodology on accomplishing the work, their subject matter experts that had relatable CCTA experience, their significant experience supporting local government with projects of similar size and scope, and the overall cost to accomplish the work.

This agenda item has been reviewed by the Purchasing Division for M/WBE compliance and has also been reviewed and approved by the County Attorney's Office. Respective commitment lines in Emergency Management Fund Center will be added to recognize the revenue and the expenditure.

Alignment with Strategic Plan: This purchase aligns with Goal 3: Safe Community and Goal 5: Accountable, Efficient and Visionary Government.

Resource Persons: Jim Groves, Fire Marshal/Emergency Management Director

County Manager's Recommendation: The County Manager recommends that the Board approve the service agreement and proposal from Hagerty Consulting, Inc. and authorize the Manager to execute the agreement in the amount of \$229,033.

Attachments:

[AAF Supplemental CCTA Hagerty](#)

[AAF-08 Legal Form EM Service Agreement with Hagerty Consulting. \(\\$229,033](#)

[Hagerty Service Contract 081318](#)

[MWBE Compliance Review Form-AAF for 18-034 RFP 071718](#)

[Vendor Selection RFP NO. 18-034 - Hagerty](#)

[RFP 18-034 Proposal Tabulation - CCTA Regional Coordination Plan](#)

18-0953**Removal of Citizen Board Member Due to Poor Attendance****Agenda Text:**

The Board is requested to remove the following member in keeping with the Attendance Policy approved by the Board of County Commissioners in August 2014. "If an appointee has absences (excused or unexcused) which constitute more than 50 percent of the meetings in any calendar year or three (3) consecutive unexcused absences or five (5) consecutive excused absences in any calendar year, he or she is obligated to resign."

- Women's Commission - Leilani Morgan

The Clerk's Office was notified by the Women's Commission of Ms. Morgan's absences and has attempted to contact the board member. There has been no response.

Alignment with Strategic Plan: When citizens are engaged and partners on our boards and Commissions, the vision of our Strategic Plan is achieved - a thriving, vibrant, diverse community with abundant opportunity for all residents to live, work, learn, play and grow.

Resource Persons: Terri Lea Hugie, Clerk to the Board of Commissioners

County Manager's Recommendation: The County Manager recommends that the Board suspend the rules and take action to remove the above listed individual from the Women's Commission due to poor attendance.

3. LUNCH**4. Discussion Items: (3 hrs 10 mins)**

18-0879**Presentation of Durham County Library and Durham Public Schools Library Card Initiative (15 mins)****Agenda Text:**

The Board is requested to receive a presentation from Tammy Baggett, Library Director and Matthew Clobridge, Library Technology Management Administrator, on the Durham County Library (DCL) and Durham Public Schools (DPS) library card initiative.

In order to promote literacy, support learning and provide greater student access to Library resources, DCL and DPS have partnered to create a new type of fine-free library card specifically for DPS students. With parent/guardian permission, students can sign up for this card through their school and use it to check out books and access the Library's online resources such as live homework help, test prep and research databases.

A small pilot program was launched in the Spring of 2018 with four DPS schools: Hillandale Elementary School, Carrington Middle School, Rogers-Herr Middle School and Hillside High School. Data from this pilot will be used to refine the program as it rolls out to the entire school district in the Fall of 2018.

Alignment With Strategic Plan: This item aligns with Goal 1 of the Durham County Strategic Plan: Community Empowerment and Enrichment.

Resource Persons: Tammy Baggett, Library Director and Matthew Clobridge, Library Technology Management Administrator

County Manager's Recommendation: The County Manager recommends that the Board receive the presentation from Tammy Baggett, Library Director and Matthew Clobridge, Library Technology Management Administrator, on the Durham County Library and Durham Public Schools library card initiative.

Attachments:

[DCL-DPS Library Card Initiative Presentation](#)

[DCL-DPS Library Card Initiative AAF Supplement Document](#)

[DCL-DPS Library Card Initiative MOU](#)

18-0946 Budget Ordinance Amendment No. 19BCC000007 to Appropriate \$4,000,000 of Capital Financing Plan Fund fund balance and transfer the funds to the Pay As You Go Fund and Capital Project Amendment No. 19CPA000004 to Amend the Durham Technical Community College (DTCC) Newton Building Capital Project (30 mins)

Agenda Text:

The Board is requested to authorize an additional \$4 million in Capital Financing Plan Fund fund balance to support Durham Technical Community College capital projects for a new Applied Technology building, renovation of the existing Newton Building and the construction of a new Facilities Services building. The increase is needed to offset cost resulted from the overall construction market. Estimate actual construction costs have increased since the original project were developed in 2015. The economic factors that have resulted in rising construction costs have impacted both residential and commercial construction projects.

Durham Technical Community College requests an additional \$4 million in county funds to support the construction of the new Applied Technology building, renovation of the existing Newton Building and the construction of a new Facilities Services building. The original project cost totaled \$22,061,016 and was funded by a combination of local and state funds. Of this amount, \$18 million was funded from the 2016 bond referendum. Due to the construction market factors, project costs are above the original budget projections.

The Durham Technical Community College Board of Trustees supports the request for additional funds. Upon authorization of the additional funds, the project moves forward for review and approval by the State Board of Community Colleges and construction oversight by the Office of State Construction. Although Pay as You Go funds will address the budget gap due to increased construction costs, the actual funds expenditures will not occur until fiscal years 2020 and 2021.

Alignment With Strategic Plan: The project aligns with Goal 1: Community Empowerment and Enrichment and Goal 5: Accountable, Efficient and Visionary Government.

Resource Persons: Bill Ingram, Durham Technical Community College President; Matthew Williams, DTCC Chief Financial Officer; Claudia Hager, Durham County General Manager and Keith Lane, Durham County Budget Director

County Manager's Recommendation: The County Manager recommends the approval of Budget Ordinance Amendment No. 19BCC000007 to Appropriate \$4,000,000 of Capital Financing Plan Fund fund balance and transfer the funds to the Pay As You Go Fund and Capital Project Amendment No. 19CPA000004 to amend the DTCC Newton Building Capital Project. Pay as You Go funds would be used to support the expense in fiscal years 2020 and 2021.

Attachments:

[DTCC Supplemental Item 8.06.18](#)

[DTCC Capital Project Budget](#)

[CPA-04 Legal Form DTCC Newton Building Project \(\\$4,000,000\)](#)

[AAF-07 Legal Form Appropriate Capital Financing Plan Fund fund balance for L](#)

[DTCC PowerPoint](#)

18-0943 Budget Ordinance Amendment No. 19BCC000005 to Appropriate \$1,471,403 of Capital Financing Fund fund balance and transfer the funds to the Pay As You Go Fund and Capital Project Amendment No. 19CPA000003 to create the Durham Memorial Stadium Capital Improvement Project to Support USA Track and Field (\$1,471,403) (15 mins)

Agenda Text:

The Board is asked to appropriate \$1,471,403 in Capital Financing Plan Fund fund balance and transfer the funds to the Pay as You Go Fund in order to create the Durham County Memorial Stadium Capital Improvement Project to support maintenance issues and renovations at the Durham County Stadium, and the specified requirements of USA Track and Field (USATF) event.

The \$1,471,403 is requested for appropriation due to the time sensitive nature of project repairs and address funding needs required to meet standards requirements for future competitions. The funds will also support construction and specification items needed to support the upcoming 2019 USA Track and Field event at the Durham County Memorial Stadium on June 24-30, 2019.

The Durham Sports Commission led the successful bid and will captain the local organizing committee that includes participation from the North Carolina USATF Association, Durham County Memorial Stadium and Stadium Authority, Durham Convention & Visitors Bureau, City of Durham, and Durham County. As many as 4,500 athletes, aged 7-18, are expected to travel to Durham and compete in the event, which would generate a forecasted economic impact of over \$7 million. Its projected the USATF event will fill 18,000 hotel room nights over six days. The overall stadium renovations will expand opportunities for Durham community to compete with other sites across the state and county to host regional and national track and field events, yielding additional sales and occupancy tax revenue. \$717,320 supports maintenance issues including: Home side bleacher wall replacement, lead paint and mould abatement, driveway entrances repaving, spectator seating replacements.

USATF specified stadium modifications of \$754,082 include: Hammer cage installation, storage room construction for certified equipment check in and issuance, track repair and resurfacing, fencing the officials' locker room for drug screening, and equipment purchases for field events.

Alignment With Strategic Plan: Goal 2 Health and Well-being of All in promoting youth getting recommended physical exercise. Goal 4 Environmental Stewardship Improve environmental performance of County buildings and infrastructure.

Resource Persons: Motiryo Keambiroiro, Director of General Services, Deborah F. Booth Deputy Director General Service, M. Ray Ellis Acting Stadium Manager and Shawn Swiatocha, Assistant Director General Services

County Manager's Recommendation: The County Manager recommends that

the Board approve Budget Ordinance Amendment No. 19BCC000005 appropriating \$1,471,403 of Capital Financing Plan Fund fund balance and transferring the funds to the Pay as You Go Fund, and Capital Project Amendment No. 19CPA000003 to appropriate \$1,471,403 to create the Durham County Memorial Stadium Capital Improvement Project supporting maintenance issues and renovations at the Durham County Stadium.

Attachments:

[AAF-05 Legal Form Appropriate Capital Financing Plan Fund fund balance and Stadium Project Supplemental Form](#)

[Stadium Project Timeline](#)

[Stadium Project PowerPoint](#)

18-0887**Approval of Contract with Made in Durham (30 mins)****Agenda Text:**

The Board is requested to approve the attached contract with Made in Durham and authorize the County Manager to execute it.

Made in Durham (MID) is a collaborative of public and private sector partners in Durham who wish to improve education-to-work pathways for Durham youth ages 14-24 so that by age 24 as many of them as possible have at least completed a post-secondary credential and secured living wage work. There were several years of foundational work before Made In Durham was spun off as a separate non-profit. Fiscal Year (FY) 2018-2019 will be the fourth year that Durham County has supported the Made in Durham effort financially.

Made in Durham was formed because the partners did not believe existing mechanisms and collaborations were sufficient, but of course MID faces the same institutional and societal barriers to progress that existed before. The collaborative continues its work in identifying, highlighting, and working with institutional partners to try to fill knowledge gaps, service gaps, and other kinds of pathway gaps and blockages which inhibit regular movement of Durham's youth towards an economically secure existence.

The MID work plan for FY18-19 includes expanded business engagement and pathway creation, intensified work with Durham Futures organizations, further youth engagement, exploration of cradle-to-career continuum and ongoing efforts to acquire data and analysis that will give greater insights into areas of success in MID's work as well as efforts that require additional focus and perhaps changes in strategy. Thus far those efforts have been largely stymied by the inability to have 3rd party (Duke) researchers get access to Durham Public Schools data, but it appears that this issue is being addressed.

Alignment with Strategic Plan: A high-functioning education-to-work pipeline is both a cause and result of improved function and results in Goal 1: Community Empowerment and Enrichment and Goal 4: Environmental Stewardship and Community Prosperity of the Durham County Strategic Plan.

Resource Persons: Drew Cummings, Chief of Staff

County Manager's Recommendation: The County Manager recommends that the Board approve the attached contract with Made in Durham and authorize the County Manager to execute it.

Attachments: [FY18-19 Made in Durham Contract](#)
[Made in Durham by the Numbers 2017-2018](#)
[MID FY17-18 COUNTY Scope of Work and Report](#)
[MID FY18-19 COUNTY Scope of Work](#)
[MID responses to BOCC questions](#)

18-0957 **Classification and Compensation Study Update for Public Safety Personnel (30 mins)**

Agenda Text: The Board is requested to receive an update on the Classification and Compensation Study for public safety personnel conducted by Management Advisory Group International (MAG), Inc. in Fiscal Year 2017-18 as specified in RFP#18-015.

The update will address the apportionment of the \$1.7M approved in the Fiscal Year 2018-19 budget for public safety personnel. The affected departments include Emergency Medical Services, Fire Marshall, Sheriff and Youth Home.

Alignment With Strategic Plan: The Classification and Compensation Study update aligns with Goal 5 Accountable, Efficient and Visionary Government; Objective 5.2: Talented workforce - Attract, recruit and retain talented workforce.

Resource Persons: Kathy Everett-Perry, Human Resources Director, Tony Noel, Human Resources Manager and Yolanda Thorpe-Harris, Human Resources Analyst

County Manager's Recommendation: The County Manager recommends that the Board receive the update on the Classification and Compensation Study update as it pertains to our public safety personnel.

Attachments: [Classification and Compensation Study Update](#)

18-0944**Board of County Commissioners Directive Updates (10 mins)****Agenda Text:**

The Board is requested to review the follow-up status of previous directives and ask any questions or give any further direction they would like.

Staff notes all directives given at regular Board of County Commissioners meetings and relevant staff are notified of the necessary follow-up actions. At each monthly work session, the Board of County Commissioners reviews the status of these directives and asks any questions and provides additional feedback as necessary.

Alignment With Strategic Plan: Quick effective follow-up on board directives resonates powerfully as part of Goal 5 of the County's Strategic Plan - Accountable, Efficient and Visionary Government.

Resource Persons: Drew Cummings, Chief of Staff

County Manager's Recommendation: The County Manager recommends that the Board review the follow-up status of previous directives and ask any questions or give any further direction they would like.

Attachments:

[Links agenda item attachment](#)

18-0945 Discussion of Durham County Ordinance to Regulate the Use of Firearms and Airguns; and Durham County Ordinance Chapter 17 - Offenses and Miscellaneous Provisions: Article II - Offenses Involving Firearms and Other Weapons (60 mins)

Agenda Text:

The Board is requested to discuss Durham County's Ordinance to Regulate the Use of Firearms and Airguns; and Durham County Ordinance Chapter 17 - Offenses and Miscellaneous Provisions: Article II - Offenses Involving Firearms and Other Weapons.

Alignment With Strategic Plan: This item is in alignment with Strategic Goal 3: Safe Community and Strategic Goal 5: Accountable, Efficient and Visionary Government

Resource Persons: Lowell L. Siler, County Attorney; Curtis Massey, Office of the Sheriff Legal Advisor; Major Paul Martin, Office of the Sheriff and Patrick Young, City-County Planning Director

County Manager's Recommendation: The County Manager recommends that the Board discuss outstanding questions, and decide if additional action is required.

Attachments:

[Durham County Chapter 17 OFFENSES AND MISCELLANEOUS PROVI](#)

[1993 Durham County Ordinance with Subdivisions](#)

[Additional Subdivisions from 2006-Present](#)

[1952 Durham County Resolution Regulating the Use and Discharge of Firearms](#)

[1966 Durham County Resolution Regulating Discharge of Firearms](#)

[Durham County Sheriff Suggested Revisions](#)

[Mecklenburg County Firearms Ordinance](#)

[Wake County Chapter 130 Firearms](#)

[Cumberland Co ARTICLE IX. FIREARMS REGULATIONS](#)

[Orange Co Sec. 24 3. Regulating the discharge of firearms](#)

[Guilford Co Sec. 11 1. Discharge of firearms](#)

[Cabarrus Co Sec. 46 2. Use of firearms](#)

[Forsyth Co Sec. 15 4. Discharge of firearm generally](#)

[Lenoir County firearms-ord](#)

[Johnston County Ordinance 16-3](#)

[Counties with No Firearm Restrictions](#)

[Brief Summary of Collected County Ordinances Regulating Firearms](#)

18-0956 Commissioner Comments (15 mins)**Agenda Text:**

The Board is requested to allow each Commissioner three minutes to report on conferences or make comments regarding issues that may be of interest or concern to the Board.

Alignment With Strategic Plan: This item aligns with Goal 5: Accountable, Efficient and Visionary Government.

Resource Persons: Board of County Commissioners

County Manager's Recommendation: The County Manager recommends that the Board allow comments from each commissioner and direct staff accordingly.

5. Closed Session**18-0958** Closed Session**Agenda Text:**

The Board is requested to adjourn to Closed Session to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session per G.S.143-318.11(a)(6).

County Manager's Recommendation: The County Manager recommends that the Board adjourn to Closed Session and direct staff accordingly.

6. Adjournment